



## PEACE CORPS TONGA

### Overseas Request for Quotation (RFQ) for Supplies/Services/Equipment

RFQ Number: V-421-20-0001

Date: July 10, 2020

Peace Corps/Tonga has a need for 1 vehicle and is soliciting fixed-price quotations for the vehicle detailed below.

If you are interested in submitting a quotation, please do so by sending your completed and signed Attachment 1—Vendor Quotation Form by mail or e-mail to:

Name: David Crowley, DMO  
Address: U.S. Peace Corps / Tonga  
P.O. Box 147  
Nuku'alofa, Tonga  
E-mail: [dcrowley@peacecorps.gov](mailto:dcrowley@peacecorps.gov)

Quotations are due no later than noon (Tonga Standard Time) on July 31, 2020. Late quotations will not be accepted.

Written questions about this Request for Quotation (RFQ) may be sent in the same fashion to the individual noted above in advance of the RFQ due date. No phone calls please.

Peace Corps will evaluate all quotations received by the deadline based on the minimum requirements and/or evaluation factor(s) shown below. Contingent on the availability of funds and continued need for the supplies and/or services, at the end of the evaluation process, Peace Corps intends to award a firm-fixed-price contract for the purchase of the required vehicles to the selected vendor. The Peace Corps reserves the right to make a partial award of the requirements identified below to one or more vendors.

If a Vendor is unable to provide all required vehicles, they may submit a quotation only for those vehicles for which they can meet the requirements.

#### A. Statement of Work/Description of Requirements

Peace Corps requires the vehicles and services identified below.

Item	Description (Make, Model, and Body Style)	Qty	Specifications
001	Toyota RAV4 LE	1	See Chart 001

All vehicles must contain the following standard options:

- Be unused with original, unused parts
- Seat belts (all locations, including front, rear, side, middle, and jump seat passengers)
- Air conditioning
- AM/FM radio
- Power assisted steering
- Intermittent wipers
- Mud guards
- Owner's manual in English
- Electronic anti-theft system
- Steering wheel lock
- The manufacturer's commercial warranty registered to the Peace Corps as the first registered owner

All vehicle(s) must meet local regulations and be able to be supported by the local authorized distributor.

The vendor must provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to register all vehicle(s) with the proper authorities in Tonga, identifying the US Embassy of Fiji as the legal owner of the vehicle(s) in accordance with US Embassy requirements.

If importing the vehicles into Tonga, the vendor must transport the vehicle to Nuku'alofa.

If importing the vehicles into Tonga, Peace Corps will accept quotations indicating that the Vendor will

- a) Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps; and
- b) Complete the necessary importation registration paperwork,

Or that the Vendor will not be providing services a) and b) specified above. If the Vendor's quotation specifies that they will not be providing services a) and b) specified above, the Vendor's quotation will be evaluated as if the cost was \$750 USDE per vehicle more than the quoted price. This adjustment is for evaluation purposes only.

<b>CHART 001</b>	
<b>Make, Model, and Body Style</b>	Toyota RAV4 LE
<b>Engine Size</b>	2.5 L 4 Cylinder
<b>Passenger Capacity</b>	5
<b>Transmission Type</b>	Automatic
<b>Fuel Type</b>	Unleaded petrol
<b>Steering Wheel Position</b>	Right Side
<b>Additional Specifications</b>	

#### **B. Place of Performance and Required Delivery Schedule**

Vehicle to be delivered to Peace Corps/Tonga office at address below within 60 days of contract signing.

Clive Edwards Building  
Nuku'alofa, Tonga

#### **C. Contract Terms and Conditions**

As an Agency of the United States Government, Peace Corps has an approved contract template that it intends to use for the award. Peace Corps reserves the right to deny making a contract award to a vendor should they refuse to sign the Peace Corps approved contract template.

#### **D. Minimum Criteria:**

A quotation will not be considered further if it does not meet the following minimum criteria:

- Submitting a complete quotation by the specified deadline.
- Ability to provide the vehicle(s) which meet all standard specifications and include all specific requirements noted in Chart 001 to the required delivery address within the specified timeframe.
- Vendor confirmed that they are able provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to register all vehicle(s) with the proper authorities in Tonga, identifying the US Embassy of Fiji as the legal owner of the vehicle(s) in accordance with US Embassy requirements.
- If importing the vehicles into Tonga, vendor confirmed they are able to transport the vehicle to Nuku'alofa.

#### **E. Negotiations and Selection:**

Award may be made with or without negotiations between the Peace Corps and the selected vendor. Award may be made to a vendor that provided the lowest priced technically acceptable quotation, or to a

vendor other than the one that provided the lowest priced quotation, should that vendor be determined to have provided the best value quotation to the Peace Corps taking technical and cost factors into account.

All vendors that submit quotations in response to this RFQ will be notified of the results.

[End of RFQ]

**ATTACHMENT 1 – VENDOR QUOTATION FORM**

Request for Quotations (RFQ) Number: V-421-20-0001

Vendor:

Vendor's Business Address:

Authorized Representative:

Name:

Position/Title:

Phone Number:

E-mail Address:

Quoted Prices (Inclusive of Administrative and/or Overhead Costs):

Vendor—Include "N/A" where applicable.

Item	Description (Make, Model, and Body Style)	Qty	Specifications	Unit Price	Total
001	Toyota RAV4 LE	1	See RFQ for standard specifications and Chart 001 in RFQ for specific requirements		
002	Provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to register all vehicle(s) with the proper authorities in Tonga	1			
003	Transport vehicle to Nuku'alofa.	1			
004	Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps.	1			
005	Complete the necessary importation registration paperwork.	1			
006	Other local paperwork/fees not included above.	1	Vendor to describe.		

By checking this box, I confirm that the vehicle(s) quoted above include all of the standard specifications and all specific requirements specified in the RFQ. I have attached full vehicle specification sheets for the quoted vehicle(s) to this Quotation Form. ☐

By checking this box, I confirm that, if awarded a contract for the vehicle(s) quoted above, the vendor I represent will provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to

register all vehicle(s) with the proper authorities in Tonga, identifying the US Embassy of Fiji as the legal owner of the vehicle(s) in accordance with US Embassy requirements. ☐

By checking this box, I confirm that if awarded a contract for the vehicle(s) quoted above, the vendor I represent will be importing it/them into Tonga to satisfy the requirement, and that the vendor I represent will transport the vehicle to Nuku'alofa. ☐

- By checking this box, I further confirm, if awarded a contract for the vehicle(s) quoted above, that the vendor I represent will:
  - Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps; and
  - Complete the necessary importation registration paperwork, ☐
- By checking this box, I further confirm, if awarded a contract for the vehicle(s) quoted above, that the vendor I represent will not:
  - Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps; and
  - Complete the necessary importation registration paperwork, and therefore that my quotation price will be adjusted for evaluation purposes as specified in the RFQ. ☐

Items/Services Included in Total Quoted Price Above but Not Indicated in Chart:

Quoted Work or Delivery Schedule (If Any):

Quoted Payment Terms:

Quoted Warranty Terms (The manufacturer's commercial warranty registered to the Peace Corps as the first registered owner is the minimum required.):

**SUPPLIER AUTHORIZED REPRESENTATIVE**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_